

# A Guide for At-Risk Youth and Gang Prevention Funding Opportunities

U.S. Senator Kirsten E. Gillibrand  
New York



2011

*\*Note: This document will be continuously updated as information becomes available.*

## Table of Contents

Introduction.....	3
United States Department of Justice: Office of Juvenile Justice.....	4
1) National Juvenile Justice Evaluation Center.....	4
2) Evaluations of Girls' Delinquency Program.....	5
3) Fellowship Program on Tribal Youth Justice .....	5
4) Community Prevention Program .....	6
5) Juvenile Accountability Incentive.....	7
6) Juvenile Mentoring Program .....	8
7) Enforcing Underage Drinking Laws Program .....	8
United States Department of Health and Human Services: National Institutes of Health .....	10
1) Reducing Risk Behaviors by Promoting Positive Youth Development.....	10
United States Department of Health and Human Services: Administration for Children and Families.....	12
1) Street Outreach Program.....	12
2) Mentoring Children of Prisoners Program .....	13
New York State Division of Criminal Justice Services .....	14
1) Juvenile Delinquency Prevention Program.....	14
New York State Office of Children and Family Services: Office of Youth Development .....	15
1) Federal Youth Development Grant.....	15
2) Mental Health Juvenile Justice Project (MHJJ) .....	16
New York State Office of Alcoholism and Substance Abuse Services.....	17
1) Multi Component Youth/Young Adult Alcohol Prevention Trials.....	17
New York City Center for Economic Development.....	18
1) Opportunity NY.....	18
Letters of Support from Senator Gillibrand.....	20

## Introduction

Dear Fellow New Yorker:

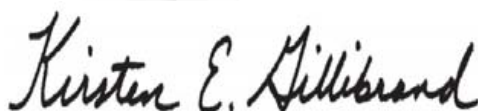
I want to take this opportunity to provide you with some important information on funding opportunities to support at-risk youth and gang prevention in our communities throughout New York State. Children and teenagers face a number of factors that can influence their participation in gangs, linking them to crime, drugs and leading to a higher likelihood of dropping out of school. With as many as 50,000 gang members in New York, at-risk youth need the opportunity to counter this behavior and remain on a path to a successful and healthy life. In an effort to support our youth, the federal and state governments have multiple programs that fund important gang prevention and at-risk youth initiatives across the state.

Each year the federal government distributes grant and loan money to institutions throughout the United States. Additionally, New York State offers a great deal of grants, and New York's non-profit organizations, community-based organizations, colleges, universities, and local governments are exceptionally well qualified to compete for these funds. The information in this packet is meant to provide assistance to those New York institutions seeking federal, state, and city funds.

However, finding these available resources that meet your needs in this complex web of agencies can be an impossible task. For this reason, I have created this guidebook to serve as a starting point in providing information about what resources are available to individuals, businesses, community organizations and local governments.

My Senate website ([www.Gillibrand.senate.gov](http://www.Gillibrand.senate.gov)) is continually updated with critical information about various funding opportunities that are available to you, how to access them, and where to apply. As you move forward with any grant opportunities, please contact Abraham Hiatt, my Grants Director, for letters of support, when applicable. You can reach him in my Washington, D.C. Office at [Grants@Gillibrand.Senate.gov](mailto:Grants@Gillibrand.Senate.gov), or (202)-224-4451.

Sincerely,



Kirsten E. Gillibrand

## **Federal Section I**

### **United States Department of Justice**

### **Office of Juvenile Justice**

The Office of Justice Programs (OJP) provides innovative leadership to federal, state, local, and tribal justice systems, by disseminating state-of-the art knowledge and practices across America, and providing grants for the implementation of these crime fighting strategies. Because most of the responsibility for crime control and prevention falls to law enforcement officers in states, cities, and neighborhoods, the federal government can be effective in these areas only to the extent that it can enter into partnerships with these officers.

Therefore, OJP does not directly carry out law enforcement and justice activities. Instead, OJP works in partnership with the justice community to identify the most pressing crime-related challenges confronting the justice system and to provide information, training, coordination, and innovative strategies and approaches for addressing these challenges.

#### **1) National Juvenile Justice Evaluation Center**

- The overall goal of this initiative is to improve the capacity of states, tribes, and communities to design and implement evaluation activities and utilize the findings from these evaluation efforts to improve their juvenile justice programs. OJJDP will expect the NJJEC, as the national training and technical assistance provider for evaluation capacity development to undertake a range of activities.

#### **Additional Information:**

- The primary objective of this program is to develop and implement a multilevel training and technical assistance facility to improve the ability of juvenile justice state, tribal, and community organizations to design and implement data collection and evaluation activities of their programs.
- Applicants should briefly describe the nature and scope of the problem that the program will address and describe the effects of the problem on the juvenile justice community.

#### **Eligibility:**

- Applications will be accepted from public agencies, including state agencies, units of local government (including federally recognized tribal governments as determined by the Secretary of the Interior and published in the Federal Register), public universities and colleges (including tribal institutions of higher education), and private organizations (including faith-based, community, and tribal organizations).

**Contact Information:**

- Ms. Janet Chiancone  
Email: [janet.chiancone@usdoj.gov](mailto:janet.chiancone@usdoj.gov)  
Telephone: (202) 353 -9258

**2) Evaluations of Girls' Delinquency Program**

- Juvenile delinquency prevention, intervention, and treatment programs have been customarily designed with boys in mind while little is known about how well girls respond to these interventions. While many states and communities design programs to prevent and treat female delinquency, little is known about whether these programs work as intended.

**Additional Information:**

- OJJDP intends to establish a Girls Delinquency Evaluation Advisory Board to provide guidance to the grantees who receive funding through this solicitation.
- The grantees should focus on the design, sample sizes to gain a better understanding of a group, measure behaviors and remark on measurements of sustained effects.

**Eligibility:**

- Applications are welcomed from public agencies, including state agencies, units of local government (including federally-recognized Indian tribal governments as determined by the Secretary of the Interior and published in the Federal Register), public universities and colleges (including tribal institutions of higher education), and private nonprofit and for-profit organizations (including faith-based, tribal, and community organizations).
- Joint applications from two or more eligible applicants are welcome; however, one applicant must be clearly indicated as the primary applicant (for correspondence, award, and management purposes) and the others indicated as co-applicants.

**Contact Information:**

- Ms. Janet Chiancone  
Email: [janet.chiancone@usdoj.gov](mailto:janet.chiancone@usdoj.gov)  
Telephone: (202) 353 -9258

**3) Fellowship Program on Tribal Youth Justice**

- Through this fellowship program, OJJDP seeks to fulfill its partnership with federally-recognized tribes to build capacity, to provide leadership, training, and skill development in the area of tribal youth justice, and to promote changes in policy, practice, and skills.

**Additional Information:**

- The fellowship represents an opportunity for professionals, practitioners, researchers, or trainers with expertise in tribal youth justice to help the federal government improve its partnership with federally-recognized tribes on tribal justice matters and in support of tribal children and youth.

- The program's primary goal is to support and enhance tribal efforts to prevent and control delinquency and improve the juvenile justice system for AI/AN youth.
- This includes tribal programs to develop and implement culturally-sensitive delinquency prevention programs, interventions for court-involved youth, improvements to the tribal juvenile justice system, alcohol and substance abuse prevention programs, and mental program services.

**Eligibility:**

- OJJDP invites individuals to submit an application.

**Contact Information:**

- Ms. Laura Ansera  
Program Manager  
Telephone: (202) 514-5679  
Email: [laura.ansera@usdoj.gov](mailto:laura.ansera@usdoj.gov)

**4) Community Prevention Program**

- The Community Prevention Grants Program is a Federal grants program to fund collaborative, community-based delinquency prevention efforts. It integrates six fundamental principles—comprehensive and multidisciplinary approaches, research foundation for planning, community control and decision-making, leveraging of resources and systems, evaluation to monitor program progress and effectiveness, and a long-term perspective—that combine to form a strategic approach to reducing juvenile delinquency.

**Additional Information**

- The program provides communities with funding and a guiding framework for developing and implementing comprehensive juvenile delinquency prevention plans.
- The 3-year prevention plans are designed to reduce risk factors associated with juvenile delinquency and decrease the incidence of juvenile problem behavior.

**Eligibility**

- Units of local government (city, county, township, or other political subdivision) can apply to their states, which award Community Prevention Grants Program funds through a competitive process. Programs may be funded in 12-month increments for up to 3 years.

**Contact Information:**

- Elizabeth Wolfe  
Program Manager  
State Relations and Assistance Division  
Office of Juvenile Justice and Delinquency Prevention  
U.S. Department of Justice, Office of Justice Programs  
810 Seventh Street, NW.  
Washington, DC 20531  
Telephone: 202-514-0582  
Fax: 202-307-2819  
Email: elizabeth.wolfe@usdoj.gov

**5) Juvenile Accountability Incentive**

This program has been created to provide States, units of local government, and Indian Tribes as defined by Section 102 of the Federally Recognized Indian Tribe List Act of 1994, with funds to develop programs to strengthen and promote greater accountability in the juvenile justice system.

**Additional Information:**

- The program consists of 17 focus areas that focus on developing, implementing, and administering graduated sanctions for juvenile offenders as well as building, expanding, renovating or operating temporary or permanent juvenile correction, detention, or corrections facilities.
- The program also looks to hiring juvenile court judges, probation officers, and court-appointed defenders and special advocates, and funding pretrial services including mental health screening and assessment for juvenile offenders, to promote the effective and expeditious administration of the juvenile justice system.

**Eligibility:**

- Each State and territory (except Palau) is eligible to receive an allocation and award of funds for State and units of local government if the Governor certifies, consistent with guidelines established by the Attorney General.

**Contact Information:**

- Mr. Thomas Murphy  
Child Protection Division  
Office of Juvenile Justice and Delinquency Prevention  
Department of Justice  
810 7th Street, N.W.  
Washington, District of Columbia 20531  
Telephone: (202) 353-8734

## 6) Juvenile Mentoring Program

- The program aims to provide funding to state, local, community, and national organizations to propose the enhancement or expansion of initiatives that will assist in the development and maturity of community programs to provide mentoring services to high-risk populations that are underserved due to location, shortage of mentors, special physical or mental challenges of the targeted population, or other analogous situations identified by the community in need of mentoring services.

### **Additional Information:**

- National Mentoring Programs provides support to national organizations to enhance or expand mentoring initiatives to assist in the development and continued growth of community programs.
- These programs provide mentoring services to high-risk populations that are underserved due to location, shortage of mentors, special physical or mental challenges of the targeted population, or other related situations identified by the community in need of mentoring services.

### **Eligibility:**

- To be eligible for an Award under the Juvenile Mentoring Program, an applicant must respond to legislative requirements contained in Section 261 (a) and (b) of the JJDP Act, as amended as well as specific program guidelines issued by the Office of Juvenile Justice and Delinquency Prevention (OJJDP);
- Also one must be consistent with the objectives and priorities of OJJDP; provide for proper program administration, evaluation, and fiscal reporting; demonstrate, in the overall quality of the proposal, that the program is technically sound and will achieve the required program objectives at the highest possible level; and respond to clear and documentable needs.

### **Contact Information:**

- Office of Juvenile Justice and Delinquency Prevention  
Office of Justice Programs  
810 Seventh Street, N.W.  
Washington, District of Columbia 20531  
Telephone: (202) 307-5914

## 7) Enforcing Underage Drinking Laws Program

- The EUDL Discretionary Program supports and enhances states' and local jurisdictions' efforts to prohibit the sale of alcoholic beverages to minors and the purchase and consumption of alcoholic beverages by minors. (For the purpose of this solicitation, "minors" are defined as individuals under the age of 21.)

**Additional Information:**

- Activities under the EUDL Program may include statewide task forces of state and local law enforcement and prosecutorial agencies to target establishments suspected of a pattern of violations of state laws governing the sale and consumption of alcohol by minors.
- It will also include public advertising programs to educate establishments about statutory prohibitions and sanctions and innovative programs to prevent and combat underage drinking.

**Eligibility:**

- To receive a Block Grant, Governors and the Mayor of the District of Columbia designated an agency to serve as the point of contact to apply for, receive, and administer the targeted grant funds. The designated State agencies may apply to receive a Discretionary Grant.

**Contact Information:**

- Sharon Cantelon/Scott Pestridge  
Office of Juvenile Justice and Delinquency Prevention  
Office of Justice Programs, Department of Justice  
810 Seventh Street, N.W.  
Washington, District of Columbia 20531  
Email: [Sharie.cantelon@usdoj.gov](mailto:Sharie.cantelon@usdoj.gov); [Scott.pestridge@usdoj.gov](mailto:Scott.pestridge@usdoj.gov)  
Telephone: (202) 616-3658; (202) 514-5655.

## **Federal Section II**

### **United States Department of Health and Human Services**

### **National Institutes of Health**

The National Institutes of Health is the largest source of funding for medical research in the world, creating hundreds of thousands of high-quality jobs by funding thousands of scientists in universities and research institutions in every state across America and around the globe.

NIH is made up of 27 Institutes and Centers, each with a specific research agenda, often focusing on particular diseases or body systems. All but three receive their funding directly from Congress and administer their own budgets.

#### **1) Reducing Risk Behaviors by Promoting Positive Youth Development**

- The program was created to encourage Research Project Small (R03) Grant applications from institutions/ organizations that propose to enhance our understanding of effective positive youth development programs and the mechanisms responsible for positive health and developmental outcomes.

#### **Additional Information:**

- Programs that promote academic, moral, spiritual, civic, physical, social and cultural development; that identify individual-level, programmatic, and contextual assets or components critical for effective positive youth development, patterns of assets linked to particular types of successful young adult transitions in various cultural contexts are acceptable.
- Additionally programs that study the neural underpinnings by which contextual factors influence the development of self-regulation and youth behavior; and/or are effective with homogeneous, heterogeneous, or special needs populations (e.g. physical or emotional conditions or disenfranchised youth); are efficient at identifying attitudes and competencies that optimize healthy developmental trajectories; and/or that can be implemented in multiple contexts and simultaneously include risk factors will be considered.

#### **Eligibility:**

- Any individual(s) with the skills, knowledge, and resources necessary to carry out the proposed research as the PD/PI is invited to work with his/her organization to develop an application for support. Individuals from underrepresented racial and ethnic groups as well as individuals with disabilities are always encouraged to apply for NIH support.
- State and county governments, faith-based community organizations, private institutions of higher education, independent school districts, small businesses, not-for-profit organizations, and regional organizations are also eligible to apply for this grant.

**Contact Information:**

- Telephone: (301) 435-0714  
Email: [GrantsInfo@nih.gov](mailto:GrantsInfo@nih.gov)



## **Federal Section III**

### **United States Department of Health and Human Services**

#### **Administration for Children and Families**

The Administration for Children and Families (ACF), within the Department of Health and Human Services (HHS) is responsible for federal programs that promote the economic and social well-being of families, children, individuals, and communities. ACF programs aim to empower children and their families to increase their own economic independence and productivity.

Additionally, ACF works towards strong, healthy, supportive communities that have a positive impact on the quality of life and the development of children. Through the following funding opportunities, I am confident that their goals will be met.

#### **1) Street Outreach Program**

- The purpose of the Street Outreach Program is to conduct outreach services designed to build relationships between grantee staff and runaway, homeless, and street youth.

#### **Additional Information:**

- Grantees must operate a program that will deliver street-based services to runaway, homeless, and street youth, as defined by the Runaway Homeless Youth Act (RHYA). Operations must include a process for finding street youth and a system for tracking where they congregate, including what times they gather in certain areas, and how many youth are contacted on any given day.
- Grantees must conduct outreach services that encourage runaway, homeless, and street youth to leave the streets and to make other healthy personal choices regarding where they live and how they behave.

#### **Eligibility:**

- State governments, County governments; City or township governments; special district governments; public housing authorities/Indian housing authorities; Native American Tribal organizations (other than Federally recognized tribal governments); and nonprofit organizations.

#### **Contact Information:**

- Marnay Cameron  
Family and Youth Services Bureau  
ACYF Operations Center  
4915 St. Elmo Avenue, Suite 101  
Bethesda, MD 20814  
Phone: (866) 796-1591  
Email: fysb@luxcg.com

## 2) Mentoring Children of Prisoners Program

- This program supports the creation and maintenance of one-on-one mentoring relationships between children of incarcerated parents and caring, supportive adult volunteer mentors.

### **Additional Information:**

- The intent of this program is to support the establishment or expansion and operation of mentoring programs, using a network of public and private community entities, in areas with substantial numbers of children of incarcerated parents.

### **Eligibility:**

- State and county governments, Cities and townships, independent school districts, and nonprofit organizations are eligible to apply for this grant.

### **Contact Information:**

- James Winton  
4915 St. Elmo Avenue, Suite 101  
Bethesda, MD 20814  
Phone: (866) 796-1591  
Email: fysb@luxcg.com

## **State Section I**

### **New York State Division of Criminal Justice Services**

The Division of Criminal Justice Services is a multi-function criminal justice support agency with a variety of responsibilities, including collection and analysis of statewide crime data; operation of the DNA databank and criminal fingerprint files; administration of federal and state criminal justice funds; support of criminal justice-related agencies across the state; and administration of the state's Sex Offender Registry that allows anyone to research the status of an offender.

At DCJS, the core agency functions include criminal history checks, fingerprint operations, coordination of grant funds, providing timely information, public safety, law enforcement training, breathalyzer and speed enforcement equipment repair, accreditation of police departments and forensic laboratories, Uniform Crime Reporting, research, hosting criminal justice boards and commissions, providing information to criminal justice agencies and institutions, and hosting other criminal justice agencies.

#### **1) Juvenile Delinquency Prevention Program**

- New York's Delinquency Prevention Program focuses on the risk and protective factors shown to be related to juvenile delinquency. Using this approach, communities first identify the risk factors that contribute to their delinquency problems. Risk factors include: drug use in the home and the community; long-term unemployment in their areas; and poor academic achievement.

#### **Additional Information:**

- The program also focuses on truancy; lack of positive peer influence; lack of school or community involvement; and high levels of community or family violence. In assessing risk, communities consider a range of family, peer, school, and community factors that foster delinquency.
- Prevention strategies succeed when they are positive in orientation and comprehensive in scope. Successful community strategies create opportunities for healthy physical, social, and mental development of juveniles. Programs consider the influence of family, peer group, school, and the community on a child's development.

#### **Eligibility:**

- New York State counties and municipalities are eligible to apply.

#### **Contact Information:**

- Division of Criminal Justice Services  
Office of Program Development and Funding  
Telephone: (518) 457-3670

## **State Section II**

### **New York State Office of Children and Family Services**

#### **Office of Youth Development**

OCFS is dedicated to improving the integration of services for New York's children, youth, families and vulnerable populations; to promoting their development; and to protecting them from violence, neglect, abuse and abandonment. The agency provides a system of family support, juvenile justice, child care and child welfare services that promote the safety and well-being of children and adults. Among the operating principles across all program areas are that services should be developmentally appropriate, family-centered and family-driven, community-based, locally responsive, and evidence and outcome based.

OCFS is responsible for programs and services involving foster care, adoption and adoption assistance, child protective services including operating the Statewide Central Register for Child Abuse and Maltreatment, preventive services for children and families, services for pregnant adolescents, and protective programs for vulnerable adults.

#### **1) Federal Youth Development Grant**

- This project builds upon and illustrates, through the local collaboration, the strong state-wide framework, commitment and expertise in the area of positive youth development strategies.

#### **Additional Information:**

- The Office of Youth Development is the recipient of an award made by the United States Department of Health and Human Services known as the Positive Youth Development State and Local Collaboration Demonstration Project.

#### **Eligibility:**

- This project targets resources to the high need/risk area of Sector 8 located within the city of Rochester. Together, the county of Monroe and City of Rochester and New York State partner for the purpose of increasing opportunities for youth by building upon the community's ability to address its own problems through adult and youth partnerships.

#### **Contact Information:**

- NYS Office of Children & Family Services  
Office of Youth Development  
Capital View Office Park  
North Building, Room 338  
52 Washington Street  
Rensselaer, NY 12144  
Telephone: (518) 474-4110

## 2) Mental Health Juvenile Justice Project (MHJJ)

- The Mental Health Juvenile Justice Diversion Project (MH/JJ) provides funding through municipal contracts for the purpose of identifying and diverting Juvenile Delinquent youth with identified mental health and substance abuse treatment needs from OCFS residential placement.

### **Additional Information:**

- The Project requires that mental health teams be co-located within local probation departments providing the following services: screening, assessment (both strength-based and diagnostic), case management services including wraparound, as well as direct and referral services, for the identified youth and their family.

### **Eligibility:**

- Funded counties include the following: Broome, Columbia, Dutchess, NYC-Kings, Orange, Schenectady, and Westchester.

### **Contact Information:**

- NYS Office of Children & Family Services  
Office of Youth Development  
Capital View Office Park  
North Building, Room 338  
52 Washington Street  
Rensselaer, NY 12144  
Telephone: (518) 474-4110

## **State Section III**

### **New York State Office of Alcoholism and Substance Abuse Services**

The Office of Alcoholism and Substance Abuse Services plans develops and regulates the state's system of chemical dependence and gambling treatment agencies.

The Office monitors gambling and substance use and abuse trends in the state; provides a comprehensive education and prevention program through more than 1,550 programs based in schools and communities; establishes linkages of services for clients in other human service agencies and criminal justice system; provides education and training for persons dealing with clients; and administers the credentialing of alcoholism and substance abuse counselors as well as prevention practitioners and prevention specialists.

#### **1) Multi Component Youth/Young Adult Alcohol Prevention Trials**

- Through the National Institute on Alcohol Abuse and Alcoholism, the program was created to advance the science of alcohol prevention and treatment through evaluations of multi-component community programs, with a specific focus on adolescents and young adults.

#### **Additional Information**

- The program is meant to test the relative effectiveness and cost of community based programs comprised of environmental interventions to reduce underage and binge drinking among young adults and related harmful behaviors.
- Moreover, the program would test the relative effectiveness and cost of community-based programs that increase alcohol screening, brief intervention, and access to formal treatment for adolescents and young adults in multiple community settings.

#### **Eligibility**

- Public, state and private institutions of higher education; Historically Black and Tribally Controlled Colleges and Universities; Hispanic-serving Institutions; independent school districts; nonprofit and for profit organizations; small businesses; state and local governments; public housing authorities; faith- and community-based organizations; Indian/Native American Tribal Governments (both federally and other than federally recognized); and Indian/Native American Tribally Designated Organizations.

#### **Contact Information**

- Mike Hilton, Ph.D.  
Division of Epidemiology and Prevention Research  
National Institute on Alcohol Abuse and Alcoholism  
5635 Fishers Lane, Room 2087  
Rockville, MD 20852  
Email: mhilton@mail.nih.gov

## City Section I

### New York City Center for Economic Development

The Center for Economic Opportunity (CEO) was established by Mayor Bloomberg on December 18, 2006 to implement innovative ways to reduce poverty in New York City. The CEO works with City agencies to design and implement evidence-based initiatives aimed at poverty reduction, and manages an Innovation Fund through which it provides City agencies annual funding to implement such initiatives.

#### **1) Opportunity NY**

- Opportunity NYC is the first conditional cash transfer (CCT) initiative to be implemented in the United States. CCT programs provide monetary incentives to households living in poverty when they complete activities aimed at increasing human capital development and breaking the cycle of poverty. As an initiative, Opportunity NY consists of three programs that apply specifically to middle to low income families and students.

#### **Program Information**

##### **1) The Family Rewards Program**

- The program offers monetary incentives to low-income families for successfully completing targeted activities in education, health, and employment and training domains. The payments are significant and together have the potential to raise family income by an estimated 25-30 percent. As such, the payments function as an income supplement to immediately reduce economic hardship. Moreover, this initiative aims to promote access to, and utilization of, existing family support resources.

#### **Additional Information:**

- Monetary rewards are awarded bi-monthly to participating households that meet specific targets for children's education, family preventive healthcare practices, and parents' workforce efforts.
- Incentive payments range from \$25 for attending parent-teacher conferences and \$600 to high school students for passing a regents exam to \$100 for a preventive health screening and \$150 a month for maintaining fulltime employment.
- Funding is awarded through a coupon booked that allows for teachers to sign each coupon to be sent into Opportunity NYC for a direct deposit into the families safe account.

##### **2) Work Rewards Program**

- The program offers incentives to adults living in subsidized housing. The program will target Section 8 voucher recipients. Additionally, the program relies heavily on the paring of CBOs with the Federal Family Self-Sufficiency program, which increases work participation among residents in subsidized housing by providing them with savings escrow accounts.

**Additional Information:**

- The program tests two different strategies:
  - 1) The impact of an enriched FSS model;
  - 2) Immediate monetary incentives for workforce and training activities on Section 8 voucher holders.

**3) SPARK Program**

- The SPARK program is the most educationally driven program offered through Opportunity NYC. The program works to improve the academic achievement of participating students and create a lasting connection between them and their own academic success. The success of this program is gauged on Predictive Assessments, which are low stake exams.

**Additional Information:**

- This is a two-year program that 59 schools participate in across New York City.
- Students can earn up to \$dollar in fourth grade and \$500 in seventh grade based on the incentives they complete.

**Eligibility**

Most, if not all, families become involved with the program through recognition of the community based organization (CBO) that is closest to them). Each of these have been listed below for the families to reach out to.

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>➤ <b>Bronx Workforce1 Career Center</b><br/>358 East 149th Street<br/>Bronx, N.Y. 10455<br/>718-960-7917</li> <li>➤ <b>Brooklyn Workforce1 Career Center</b><br/>9 Bond Street, 5th Floor<br/>Brooklyn, N.Y. 11201<br/>718-246-5219 x2043</li> <li>➤ <b>CUNY – LaGuardia Workforce1 Career Center</b><br/>29-10 Thomson Avenue,<br/>Rm. C-400, 4th Floor<br/>Long Island City, N.Y. 11101<br/>718-609-2126</li> <li>➤ <b>Hunts Point Workforce1 Career Center</b><br/>1029 E 163rd Street, 3rd Floor<br/>Bronx, N.Y. 10459<br/>718-542-6777 x111</li> </ul> | <ul style="list-style-type: none"> <li>➤ <b>Queens Workforce1 Career Center</b><br/>168-25 Jamaica Avenue, 2nd Floor<br/>Jamaica, N.Y. 11432<br/>718-577-2172</li> <li>➤ <b>Staten Island Workforce1 Career Center</b><br/>60 Bay Street<br/>Staten Island, N.Y. 10301<br/>718-285-8468</li> <li>➤ <b>Upper Manhattan Workforce1 Career Center</b><br/>215 West 125th Street, 6th Floor<br/>New York, N.Y. 10027<br/>917-493-7006</li> </ul> |
|--|--|

## Letters of Support from Senator Gillibrand

While Senator Gillibrand does NOT decide which organizations are awarded grants, there are instances in which it is appropriate for the Senator Gillibrand to write a letter of support for an application. If you wish to request a letter of support for your application, you must supply Senator Gillibrand with the following:

1. A description of your organization,
2. Summary of the application,
3. a description of what the money will be used for, and
4. a draft letter of support

Please forward this information to the nearest regional office:

### **Washington D.C.**

Senator Kirsten E. Gillibrand  
United States Senate  
478 Russell Senate Office Building  
Washington, DC 20510  
Tel. (202) 224-4451  
Fax (202) 228-0282  
TTY/TDD: (202) 224-6821

### **Capitol District**

Senator Kirsten E. Gillibrand  
Leo W. O'Brien Federal Office Building  
1 Clinton Square  
Room 821  
Albany, NY 12207  
Tel: (518) 431-0120  
Fax: (518) 431-0128

### **Buffalo/Western New York**

Senator Kirsten E. Gillibrand  
Larkin at Exchange  
726 Exchange Street, Suite 511  
Buffalo, NY 14210  
Tel: (716) 854-9725  
Fax: (716) 854-9731

### **New York City**

Senator Kirsten E. Gillibrand  
780 Third Avenue  
Suite 2601  
New York, New York 10017  
Tel. (212) 688-6262  
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### **North Country**

Senator Kirsten E. Gillibrand  
PO Box 273  
Lowville, NY 13367  
Tel. (315) 376-6118  
Fax (315) 376-6118

### **Rochester Region**

Senator Kirsten E. Gillibrand  
Kenneth B. Keating Federal Office  
Building  
100 State Street  
Room 4195  
Rochester, NY 14614  
Tel. (585) 263-6250  
Fax (585) 263-6247

**Syracuse/Central New York**

Senator Kirsten E. Gillibrand  
James M. Hanley Federal Building  
100 South Clinton Street  
Room 1470  
PO Box 7378  
Syracuse, NY 13261  
Tel. (315) 448-0470  
Fax (315) 448-0476

**Westchester County**

Senator Kirsten E. Gillibrand  
Tel. (914) 725-9294  
Fax (914) 472-5073

**Long Island**

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155 Pinelawn Road  
Suite 250 North  
Melville, NY 11747  
Tel: (631) 249-2825  
Fax: (631) 249-2847

